



OPEN EXAMINATION
PUBLIC HEALTH NUTRITION CONSULTANT I
CONTINUOUS TESTING
DI10 / 2163 8H1AM01



California State Government supports equal opportunity to all regardless of race, color, creed, national origin, ancestry, gender, marital status, disability, religious or political affiliation, age, or sexual orientation. It is an objective of the State of California to achieve a drug-free work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the state, the rules governing civil service, and the special trust placed in public servants.

WHO SHOULD APPLY: Persons who meet the minimum qualifications (entrance requirements) as stated on this announcement may that this examination, which is competitive.

HOW TO APPLY: To learn more about the job and testing arrangements, and to obtain an application package, contact the WIC Supplemental Nutrition Program. Application packages may be filed in person or by mail with:

	DEPARTMENT OF PUBLIC HEALTH	(916) 445-0983
	Human Resources Branch	
In Person:	1501 Capitol Ave, Suite 1501	
Mail to:	MS 1701	
	P.O. Box 997378	
	Sacramento, CA 95899-7378	

DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD

CROSS FILING INFORMATION: If you meet the entrance requirements for this class and/or for Public Health Nutrition Consultant II and/or Public Health Nutrition Consultant III (Specialist) and/or Public Health Nutrition Consultant III (Supervisor), you may file for all examinations on a single application. Indicate the class title(s) for which you are applying in the appropriate section of the application.

FINAL FILING DATE: There is no final filing date. Testing is considered continuous as dates can be set at any time. The testing office will accept applications continuously and will notify and test applicants as needs warrant.

TESTING INFORMATION: A candidate may be tested only once during any testing period. The testing period for this classification is 12 months.

SALARY RANGES: **Range A:** \$3219 - \$4011 per month. This range shall apply to incumbents who do not meet the criteria for payment in Range B, and is considered the trainee level.
Range B: \$3609 - \$4498 per month. This range shall apply to persons who have satisfactorily completed the equivalent of 12 months of Range A experience or who have met the alternate range criteria outlined in the class specification. This is the first working level.

POSITION DESCRIPTION: Under close supervision, as a trainee, incumbents will be given training to develop and strengthen skills in interpretation, application, consultation, and program planning in public health nutrition, and to gain experience as a public health nutritionist at the State level. Incumbents will be required to perform the more routine assignments in order to apply the principles and methods of public health nutrition, and to develop the knowledge and skills necessary for the successful performance at the first working level.

At the first working level, incumbents work under supervision in an assigned geographic area or special subject matter area. Incumbents provide the less complex nutrition, administrative and program consultation, evaluation, and technical assistance to public and private institutions and agencies on the delivery of nutrition related services; plan, evaluate, and monitor the less complex nutrition services, programs, and studies; participate in the development and evaluation of nutrition and program policies, procedures, and standards; assist in developing, coordinating, and conducting training programs; assist in the more complex health programs, studies, or reports; and other related work. Positions are permanently allocated to this level when the major portions of tasks performed do not include the more responsible, varied, and complex work of the full journey level.

Positions exist with the Department of Public Health and the Department of Aging.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION: It is your responsibility to make sure you meet the education and/or experience requirements stated on this announcement on the date you submit your application. Your signature on your application indicates that you have read, understood, and possess the basic qualifications required.

NOTE: Applications/resumes **must** include "to" and "from" dates (month/day/year), time base, civil service class title(s), and range (if applicable) for all work experience. College course information **must** include title, semester or quarter units, name of institution, completion dates, and degree (if applicable). **Applications/resumes received without this information will be rejected.**

MINIMUM QUALIFICATIONS: Possession of a Master's Degree in Nutrition, Dietetics, Institutional Management, or Public Health Nutrition. **AND**

Possession of a valid certificate of registration with the Commission of Dietetic Registration of the American Dietetic Association.

NOTE: Applications must show the date of the applicant's notice of eligibility for registration from the Commission on Dietetic Registration, the registration number, title, and expiration date must be on their application. (Applicants who are eligible for registration will be admitted to the examination, but they must secure the required certificate before they will be considered for appointment.)

DESIRABLE CHARACTERISTICS: Willingness to travel in an assigned area or throughout the State, work irregular hours, and possession of a valid driver's license.

GENERAL QUALIFICATIONS: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required.

EXAMINATION INFORMATION: The entire examination will consist entirely of training and experience evaluation weighted 100%. The Training & Evaluation Questionnaire (T&E) is designed to elicit a range of specific information about each candidate's knowledge, abilities, and potential to perform the duties of a Public Health Nutrition Consultant I. Contact the WIC Supplemental Nutrition Program for the T&E package.

The Department of Public Health reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

ELIGIBLE LIST INFORMATION: Possession of the entrance requirement does not assure a place on the eligible list. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained. Names of successful competitors are merged into the open eligible list established for use by the Department of Health Services in order of final scores regardless of testing date. Eligibility expires 24 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.

Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multi-departmental promotional, 4) service-wide promotional, 5) departmental open, and 6) open. When there are two lists of the same kind, the older must be used first

VETERAN PREFERENCE: Veterans preference credits will be granted in this examination since it does qualify as an entrance examination. California law limits granting of veterans preference credits to entrance examinations <http://leginfo.ca.gov/cgi-bin/displaycode?section=gov&group=18001-19000&file=18971-18979>. Directions for applying for veterans' preference credits are provided on the Veterans Preference Application form, which is available from the State Personnel Board or the department(s) shown on this announcement.

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD device.

The California Relay (Telephone) Service for the deaf or hearing impaired:

MCI from TDD: 1-800-735-2929 MCI from voice telephone: 1-800-735-2922

Sprint from TDD: 1-888-877-5378 Sprint from voice telephone: 1-888-877-5379